
KINGSTON CARERS' NETWORK

KCN

Registered Charity No. 1039508



ANNUAL REPORT & ACCOUNTS 2009 - 2010

“We provide independent support to people who care for someone living in the Royal Borough of Kingston upon Thames”



KINGSTON CARERS' NETWORK

Registered Charity No. 1039508

Kingston Carers' Network is a registered charity, providing independent information, support and advocacy to people who care for someone living in the Royal Borough of Kingston upon Thames.

A carer is someone who looks after a family member, partner or friend in need of help because they are ill, frail, have a disability, mental health problem or are dependent on drugs or alcohol.

The care they provide is unpaid.

At Kingston Carers' Network, we aim to:

- ❑ Provide independent information to carers, whether they chose to continue to care, or to give up their caring role.
- ❑ Provide advice and support to individual carers.
- ❑ Ensure that the role and expertise of carers is understood and valued locally.
- ❑ Provide input into service planning, and to ensure that appropriate services are available to carers locally.
- ❑ Promote carer involvement in service planning.
- ❑ Ensure that carers are aware of their rights and entitlements.
- ❑ Reduce social isolation and exclusion of carers living in the Royal Borough of Kingston-upon-Thames.

ANNUAL REPORT 2009 - 2010

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KINGSTON CARERS' NETWORK

Registered Charity No. 1039508

19th Annual General Meeting – Wednesday 27th October 2010
12.30 – 2.00pm

AGENDA

1. Welcome – John Mays, Chair
2. Guest Speaker – Dr. Naz Jivani
3. Apologies for absence
4. Minutes of the 2009 AGM
5. Presentation & Adoption of the Annual Accounts for Financial Year 2009-2010.
6. Appointment of Auditor
7. Election of Members of The Management Committee 2010/2011
8. Election of Officers of the Management Committee 2010/2011
9. Report by the Chair – John Mays
10. Presentation by the Director – Kate Dudley
11. Project Report – Monika Michaliszyn and Diane White Young Carers Development Workers
12. Any Other Business.

ADVISORS TO THE COMMITTEE - 2009 - 2010

Advisors to the Committee were:

Kirstie Cochrane
Moirra Wilkinson

Kingston Community Care Services
Princess Royal Trust for Carers

DIRECTOR'S REPORT

2009/10 was another challenging year for Kingston Carers' Network dominated by the uncertainty over funding for adult carers services. My predecessor, Jenny Ochera worked hard to pursue new sources of funding, prioritising the need of funding for a generic carers' support worker.

A very positive development for the organisation was the relocation from Siddeley House to the Noble Centre in November 2009. The new offices provide a bright and pleasant environment for staff and carers with more scope for additional services, such as complementary therapies and counselling.

In March 2010 the President of the Princess Royal Trust for Carers, HRH The Princess Royal was invited to 'relaunch' KCN in the new premises. This was a very special occasion for us with over 100 carers, staff, volunteers and key dignitaries meeting Her Royal Highness.

Please read the reports from BME/Mental Health worker and the Young Carers' workers for an overview of the work carried out by these projects during the year.

Staffing

There were several staff changes during the year including the resignation of Val Weston in June 2009, after 5 years as Director. Jenny Ochera was recruited as an Interim Director in July 2009. Jenny handed over to me in January 2010 when I was appointed as the permanent Director.

In September 2009 Veronica Attah joined KCN as the Mental Health/BME Carers Support Worker. This post was funded by Big Lottery, initially for 3 years but as a result of an under spend and staff vacancy the service was extended to January 2010. Facing the prospect of no adult carer support, Royal Borough of Kingston agreed to fund Veronica's post until May 2010, enabling the continuation of adult carers' support.

Diane White was recruited as the part-time young carers' project worker in June 2009, working alongside Monika Michaliszyn. This post is funded by Royal Borough of Kingston Early Intervention and Prevention Services grant. The Young Carers' project workers have developed a very successful and dynamic service, supporting 131 young carers with a wide range of activities, one to one and family support.

Admin support is provided to all the projects by Maria Kitto and her post continues to be funded by Royal Borough of Kingston and NHS Kingston.

New Services for the year ahead

We started this current financial year in a more positive position, with new funding from both Royal Borough of Kingston and NHS Kingston. Royal Borough of Kingston agreed a three year contract with KCN to provide a service for adult carers of people with mental health or substance misuse problems. NHS Kingston are funding an extra £80,000 for the provision of a range of new and much needed services for adult carers. Consequently, we have seen a rapid expansion of services over the past few months and I am very grateful to all the staff for all their hard work, flexibility and commitment to make this happen.

Mental Health and Substance Misuse Carers' Support Service

In May 2010 Veronica was recruited to the new post of Mental Health Carers' Support Coordinator, working 4 days per week. From May 2010, Kim Willson was seconded from Richmond Borough Mind one day per week to work alongside Veronica. Kim brings with her a wealth of experience and knowledge in mental health carers' services and has been developing training programmes and information resources for carers and providers. Veronica has been working very hard providing carer support, advice, information and informal advocacy as well promoting carer needs to mental health and substance misuse services.

Generic Carers' Support Service

In June 2010, Carol Harvey was recruited as the new full-time Generic Carers' Support Coordinator, supporting adult carers other than those supported by the mental health/substance misuse project. Carol has been very effective supporting carers, liaising with community care teams, GP practices and other voluntary and community organisations. This generic carers' support service is funded by NHS Kingston.

Out-of-hours Carer Support and Advice Service

The PCT grant also funds our out-of-hours advice service, which was set up in August 2010 and is held every Thursday evening at the Noble Centre. David Still joined the team as the specialist advice worker, providing confidential advice to carers on a range of issues including: benefits and carers' rights, housing, employment law and community care issues. KCN are also developing a programme of social activities, training and information sessions for Thursday evenings that we hope will prove popular with many carers.

Well-being and Inclusion Project

In August we recruited Adelaide Boakye-Yiadom as the new part-time Wellbeing and Inclusion Coordinator with a remit of helping carers to 'have a life' outside of caring. Adelaide will be offering one to one advice to carers who may be looking to return to work, take up new training or education opportunities or to pursue new hobbies and activities. Adelaide is also responsible for organising regular outings for carers.

Volunteering Project

In September 2010, Pat Stanley joined us as the part-time Volunteering Coordinator. This volunteering project will help KCN to deliver more services through building capacity within the organisation. There will a range of volunteer opportunities including peer support, outreach and admin roles.

Complementary therapies

Marina Alkiviades, a carer herself offers carers complementary therapies at reasonable prices every Monday at KCN. Celia Windsor also provides Indian Head Massage and Reiki therapy to carers on a voluntary basis every month. Celia has also run a successful Indian head massage training course for carers and will offering Reiki training to carers in the coming months.

Hairdressing service

Gina Selby-Stocker is a carer who is providing a hairdressing service to carers and cared-for who find it difficult to access hairdressing salons and barbers.

Book Club

In partnership with Kingston's library service, Tatty Bowman facilitates the new carers' book club which meets monthly at the Noble Centre.

Counselling Service

The new Counselling service is provided free to carers by counselling students. We are hoping to expand the service to enable more carers to access counselling.

GP Link Project

KCN will be funded by the Department of Health to carry out a 6 month project focussing on the identification of carers through GP practices to enable carers better access to services including information, advice and support. Adelaide Boakye-Yiadom will be coordinating this work.

The enduring priority for KCN is to secure long-term funding to ensure that we can plan for the future and to develop services which respond to the needs of Kingston's carers. We will aim to increase the awareness of carers and to promote carers' rights by developing better links and partnerships with statutory, voluntary and community organisations.

I would like to say a big thank you to the staff, trustees and our team of fantastic volunteers for all their hard work and commitment to the organisation and lastly, a special thanks to Kirstie Cochrane for her continued support to KCN.

Kate Dudley
Director

BLACK AND MINORITY ETHNIC AND MENTAL HEALTH PROJECT

Following agreement from the funders, the Big Lottery, the project was extended for a further 6 months until January 2010, with Veronica Attah taking up the post of BME & MH Carers' Support Worker in September 2009.

Re-starting the lapsed coffee clubs was a priority; beginning on a monthly basis but becoming fortnightly and with sessions scheduled around the borough to allow all carers the opportunity to attend one locally, it was really good when 14 carers attended the first one in Kingston at the end of September. However, numbers were not so high on other occasions or at other venues so carers were asked which venues and times best suited them, the topics/themes they'd like to have included and, when asked for a new name for it, decided on 'Carers' Coffee & Information Club'.

Carers expressed interest in health/fitness, therapies and social activities, requesting "*supper club, book club*", "*outings/trips for carers (walks, theatre, etc)*". Interest was also expressed in having more information provided on mental health issues – "*anything to do with caring for person with mental illness*", "*how to cope with looking after someone with mental illness*", "*mental health updates, links and access to mental health updates*"- and a general wish for peer support and contact with other carers "*a group for 50 year olds who care for spouse (not with dementia)*", "*talking to people who understand how difficult it is to live with someone who has mental health problems helps*", "*meeting for lunch*", "*general chat*".

During the 6 months' extension, daytime coffee club themes and workshops included: a massage workshop, keeping fit and active/seated exercise, a container gardening workshop, Personalisation/Personal Budgets, local mental health services and the support available to mental health carers. An evening fish and chip supper with added Indian Head Massage

taster sessions and welfare benefits advice meant that working carers had a chance to pick up information and to socialise.

Carers' Rights Day in December offered carers the opportunity to learn about available support, rights and benefits entitlements at various drop-in sessions across the borough, in which KCN the services available through the project were promoted.

Also during December, the 'Life outside of caring' training course offered 'Back to Work' skills training to carers who might have had to give up work, or who had never been able to work before, due to their caring responsibilities. Organised in conjunction with South West London & St George's Mental Health Trust, the four 1-day training sessions included help with CV writing, preparing for interviews and using IT to find and apply for jobs. Six carers were recruited for the training which was very well received by the participants, who all gave a top rating to the overall quality of the course.

The annual Carers' New Year party was held in January 2010 at a new venue, the Shiraz Mirza Hall in New Malden. Despite the bitter weather, the carers and the people they care for who were able to attend thoroughly enjoyed the delicious food and drink provided and worked together to answer the rather challenging quiz questions they were set – one or two brave people even had a go at the karaoke!

A range of support was provided to carers such as listening, information and advice, referrals in and out to other services, one-to-one meetings, carer visits to KCN, translation and interpretation, activities and events. New carers were introduced to other carers through social groups and were able to exchange information, concerns and resolutions which they found very helpful. Carers said they found the help/support available to them through peer support to be invaluable and it plays a huge part in social re-integration and community support. The project supported relationships for carers outside of caring responsibilities which led to an improvement to existing family dynamics.

During the 6 months of its extension, the project supported 94 people with listening, advice, information, emotional support, one to one meetings, activities and training. Feedback from carers was very positive. Social activities helped to decrease isolation and offered carers the opportunity to provide each other with peer support, something they found to be very valuable. After attending her first Coffee & Information Club session, one mental health carer said "*I didn't realise how well my daughter was doing until I came to the Coffee & Information Club and talked to other carers whose children or partners were not coping as well as my daughter. It really helped me to put things into perspective*".

Veronica Attah

Black and Minority Ethnic and Mental Health Carers Support Worker

YOUNG CARERS' PROJECT REPORT

We have been working very hard this financial year to address the needs of young carers more closely by raising awareness of their situation, providing a whole range of activities and drop in sessions, and also by providing extended one to one support for children and their families, referring to other relevant agencies when needed.

Our Project is expanding and we received 53 new referrals during 2009/10, with a total of 131 active Young Carers on our database. 70% of whom are aged from 5-13; almost equal number of boys and girls. 84 of our young carers care for a parent, more than half of whom have a substance misuse or mental health issue; 47 young carers support siblings, 25 of whom have Autistic Spectrum Disorder.

We organised 31 activities and workshops during the year, planned with the participation of the children and young people themselves; largely skills based activities which aim to enhance the mental and emotional health of the young carers. The activities included: Mosaic Club, Artwork/Exhibitions at Kingston Museum, Carers' Week Party, Sleepovers in the British Museum and Kew Gardens; Picnic in the Park; Chessington World of Adventures ; Hip-hop/Street Dance Workshop; Christmas Party; Theatre visit, Drama workshops, Pizza making and much more. We have also started drop in sessions, for the younger age group in The Noble Centre and the older age group in The Youth Cafe, the Basement. The drop in sessions give our young people the opportunity for regular peer support and also create a routine, which most of them lack due to their home circumstances.

Our biggest highlight was the Christmas Party in Downing Street, hosted by Elizabeth Darling, where 5 of our children were able to meet the then Prime Minister Gordon Brown and many other celebrities. We also enjoyed the official opening of the Noble Centre and the Royal Visit. Almost 30 children had the chance to speak to Princess Anne and that was one of the most memorable occasions for our young people.

For the next financial year we have planned about 70 activities, which is almost twice as many as last year. They include: football with Fulham Football Club, Cookery Workshops, Chessington World of Adventures, Theatre Visits, Boat Trips, Pizza making in Pizza Express, photography workshops, trip to Natural History Museum and Holly Lodge in Richmond Park, swimming, poppy making in the poppy factory, circus training, and of course a Christmas Party. We will continue providing drop in sessions fortnightly, once a month for the under 12s and once a month for 12+.

We also received a grant from Help A London Child to provide 8 drama workshops culminating in a performance shown to a wide audience, including young carers' families, friends and various professionals.

None of these activities could take place without the support and help we have been privileged to receive from our volunteers. We currently have 10 active volunteers, all CRB checked and with their help, we were able to engage in activities with more than 50 young carers, averaging 10-20 young carers and 2-5 volunteers per trip.

We would not be able to offer nearly as much support to our very special Young Carers if it were not for the many generous donations we have received. We would like to thank the Rotary Club of Surbiton, the Soroptomists, Tesco, Help a London Child and Waitrose for the opportunities they have given our children.

We actively promote awareness of our Project amongst agencies, in particular, schools and continue to build relationships with relevant Children's Services. We have undertaken extensive training and are always working towards augmenting our skills and improving the value of what we offer.

We feel the Young Carers' Project is moving into 2011 in a strong position, providing even more extended support to many very special young people.

*Monika Michaliszyn
and Diane White*
Young Carers Project Workers

KINGSTON CARERS' NETWORK

Reference and Administrative Information

Structure: Kingston Carers' Network is a charity registered in England and Wales with the Registered Number 1039508. The charity is not a company, and operates in accordance with its written Constitution. As it has an income of less than £250,000 per annum, its accounts are not subject to an audit, but are independently examined by a firm of Chartered Accountants.

Address of the Kingston Carers' Network is The Noble Centre, 109a Blagdon Road, New Malden. KT3 4BD.

Trustees who served as members of the Management Committee during the year from 1 April 2009 to 31 March 2010, for the full year were:

John Mays	Chair
Heather Blake	Secretary
George Kinnon	Treasurer
Steve Katz	
Jenny Massey	
Shiraz Mirza	
Rev Bruce Stuart	Resigned 16 th July 2009
Henry Suppanee	

Trustees co-opted during the year:

Dr. Zeba Irfanallah	29 th March 2010
Daniel Sheridan	29 th March 2010

Trustee co-opted after Financial Year:

Dorian Khoo	26 th April 2010
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Bankers The Royal Bank of Scotland plc, Kingston upon Thames Branch
and
Alliance & Leicester Commercial Bank, Bootle, Merseyside

Accountants Nasir Mahmud FCA, New Malden, Surrey

KINGSTON CARERS' NETWORK
TRUSTEES' REPORT FOR THE YEAR TO MARCH 2010

For details of the charity, its trustees and other reference information, please refer to the separate sheet attached.

Objectives

Our main objective is to support people who, unpaid, care for someone living in the Royal Borough of Kingston upon Thames. Kingston Carers' Network (KCN) is committed to helping Carers access services and information, promoting Carers' well-being, facilitating recognition of their skills, needs and contribution, and enabling their views to be put forward.

Trustees

The Management Committee currently comprises ten trustees, three of whom are themselves carers, which ensures the Committee hears the views of and has an understanding of both carers and professional workers.

We continue to seek additional trustees, especially those who have experience of caring or have other knowledge and skills that can benefit us. We look to recruit new trustees from introductions, from self-referral or from advertising. Potential trustees are interviewed by the Director and the Chair of the Trustees following which, they attend a Management Committee meeting where a decision is made as to co-option to the Committee. If co-opted, they are put up for election as trustees at the next Annual General Meeting.

Because KCN works with vulnerable people, both adults and children, our policy is to carry out a Criminal Records Bureau (Enhanced) check for all trustees, staff and volunteers. In addition all new trustees are taken through an induction procedure to ensure they understand our policies and procedures.

The Trustees delegate the day-to-day operation of the charity to the Director.

Val Weston was Director for five years but resigned effective 2nd June.

From July we secured the services of Jenny Ochera and we are grateful to her for her work during this period until December 2009.

The Trustees appointed Kate Dudley as Director from 4th January 2010, and are looking forward to working with her.

Activities and Achievements during the year

2009/10 was a difficult year for KCN with many staff changes and concerns about funding. During the year Kingston Carers' Network had contact with approximately 650 carers, 131 of these being young carers and 519 adult carers.

The Young Carers service has continued to grow thanks to the hard work of Monika Michaliszyn and Diane White. The number of new referrals to the project during the year has grown with more and varied activities enjoyed by many of the young carers.

The Royal visit highlighted the contribution that Kingston's 12,000 carers make, enabling many loved ones to live independently and part of the community. The financial benefits nationally and locally are phenomenal. It is estimated that carers in Kingston save the local economy £150 million each year, that's equivalent to £490,000 every day.

During Carers Week, KCN with other partners, participated in a range of activities including a mental health carers' barbecue, a parent-carer picnic, an information and pamper day, a Thames boat trip and a young carers party. The theme this year was 'A life of my own' to highlight that over three quarters of carers looking after an ill, frail or disabled loved one do not have a life outside of their caring role. Our Wellbeing and Inclusion project will carry this theme forward by supporting carers to develop a life outside of caring.

As a member of the Princess Royal Trust for Carers, KCN benefits from the support and national influence that the Trust provides. KCN works closely with the statutory and voluntary sector organisations to promote the best interests of carers. We are represented on the Mental Health LIT, the Choosing Health Partnership Board, Health and Wellbeing Board, the Strategic Community Development Group, Dementia Advisors Board and the Kingston Carers Board.

In November 2009 we moved from Siddeley House to The Noble Centre. This move has been very successful. It has provided the charity with excellent accommodation and we are grateful to The Royal Borough of Kingston for all the help in providing and modifying the premises.

The donations that we receive to our projects help to provide activities for adults and children, and for that we are very grateful. Thanks to Kingston University, Tesco, Soroptimists, Rotary Club of Surbiton, Help a London Child, Waitrose and John Lewis for their generous support.

Plans for the Future

We commented last year on our desire to expand and improve our services on offer. The Trustees are pleased with the progress already made as reflected in the Director's report.

The way carers and the cared for are catered for in future will change – the move towards individual budgets is already taking place and will influence the way we provide help and services.

Unfortunately with the current squeeze on Government expenditure, the next two or three years are going to present a huge challenge to organisations like ours – we have a wonderful argument for continued and increased funding when you remember the vast sums carers save the exchequer - £87 billion Nationally and £179 million p.a in Kingston alone.

The argument is unanswerable.

Nonetheless we will have to fight our corner and this we are determined to do.

It is important to note that commissioning authority will change by 2012/2013. The Primary Care Trusts are scheduled to disappear and commissioning function will be devolved to GP Practices. It is likely that Consortia of a number of practices will be set up, possibly taking on some of the expertise held by Primary Care Trusts.

The needs of carers continue to increase, new issues develop with isolation, stress and depression often increasing the strain on carers. It behoves us all to do what we can to help, to ease the worry and ensure that carers take part in social and learning activities, to listen when they need to talk, to offer support when they need it and to ensure that they have the information and advice they ask for. This involves us all in dialogue, in joint-working and providing as holistic a service as possible.

All our plans and hopes for the future depend on our finding sufficient funds to support the work we wish to do, and that remains a major concern for all involved with the charity.

Financial Review

The Royal Borough of Kingston upon Thames and NHS Kingston have continued to support the charity by making grants towards meeting our Core Costs. We are grateful to both organisations for their ongoing support which is essential to our survival, and we know that both organisations value the work which KCN does to support carers of people living in Kingston.

Core Costs are primarily the cost of employing our director and part-time administration assistant, together with the costs of renting and running our office. The grants mentioned above make a substantial contribution to meeting these, but are not sufficient to meet all our Core Costs. We also wish to thank all those individuals and organisations who have made donations to us, and these have helped towards meeting our expenses. Our investment income was reduced by the lower interest rates and by the reduction in our funds earning interest.

This year we have incurred extra expenses, primarily the recruitment costs of twice advertising for a new Director, and also paying for an Interim Director to cover the vacant position for several months. We also incurred extra costs for setting up a new telephone system and wiring for computers when establishing our new office.

The result is that the accounts show that for Unrestricted Funds our income was almost £9,000 less than our expenses, and this has depleted our Unrestricted Funds. Consequently the Trustees have decided that this year we are unable to increase our Reserve Funds.

Restricted Funds relate to funding received from donors such as the Big Lottery, the Early Intervention and Prevention Services of the Royal Borough of Kingston and BBC Children in Need. These allow KCN to employ carers support workers who work with particular groups of people or in certain areas of work.

The Big Lottery has been funding our BME/MH worker supporting carers of people from black and minority ethnic communities and those caring for people with mental health difficulties. This project has now ended, and the accounts show that the funds we held at the beginning of the year of over £30,000 have now been fully utilised.

At the end of the year we received £10,000 from the Royal Borough to enable us to continue this area of work, and we are grateful to them for this support while we seek further funding elsewhere.

The Royal Borough's Early Intervention and Prevention Services have continued to make a grant towards the cost of running our project to help Young Carers, for which we are very grateful. We are also very appreciative of the support for this work from local donors.

The BBC Children in Need organisation is funding the employment for three years of a full time worker to support Young Carers and we are very grateful that this has enabled us to carry out such valuable work.

Details of the sources of our income during the accounting year can be seen in the Notes to the Accounts, including figures of incoming resources and outgoing expenditures of Restricted Funds.

When looking at the Statement of Financial Activities it is important to recognise that while the columns for Unrestricted Funds and for Restricted Funds both show an excess of expenses over income during the year, in the case of Restricted Funds this was simply spending during this year of funds which had been received in earlier years. Unlike Unrestricted Funds, there was no actual excess of Expenditure over Income.

The Balance Sheet shows that our funds reduced during the year by approximately £40,000, but most of that, as explained above, was our using funding we had received from The Big Lottery in earlier years and not spent.

This year we have not added to nor reduced the General Reserve of £10,000. If future years financial results allow us to do so, we will increase this Reserve until it sufficient to cover the costs of a three-month operating period, this being in line with our Reserves Policy.

We continue to need to raise funds and would appreciate any support that anyone can offer to help us in this Fund-raising, so that we can continue to provide what we believe to be vitally important work supporting Carers.

Our accounts have been examined by the independent firm of accountants, Nasir Mahmud of New Malden, and at the Annual General Meeting we will propose their reappointment to carry out the examination of next year's accounts.

John Mays

Trustee and Chair

6 October 2010

Independent examiner's report to the Trustees of Kingston Carers' Network on the unaudited financial statements

I report on the accounts of the Trust for the year ended 31 March 2010, which are set out on pages 9 to 14 .

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 41 of the 1993 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Act

have not been met;

Name of principal: Nasir Mahmud
Name of firm: Nasir Mahmud FCA
Relevant professional qualification or body: The Institute of Chartered Accountants in England and Wales
Address: Falcon House, 257 Burlington Road New Malden Surrey KT3 4NE

Date: 6th October 2010

KINGSTON CARERS' NETWORK**STATEMENT OF FINANCIAL
ACTIVITIES**for the **YEAR TO 31 MARCH 2010**

	Notes	2010		2010	2009
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		£	£	£	£
Incoming Resources					
Voluntary Income	3	61,858	0	61,858	61,712
Investment Income	3	71	0	71	2,364
Charitable Activities	3	0	69,405	69,405	84,305
Total Incoming Resources		<u>61,929</u>	<u>69,405</u>	<u>131,334</u>	<u>148,381</u>
Resources Expended					
Charitable Activities	4	76,193	93,879	170,072	135,846
Governance Costs	4	911	0	911	616
Total resources Expended		<u>77,104</u>	<u>93,879</u>	<u>170,983</u>	<u>136,462</u>
Net Resources before transfers		(15,175)	(24,474)	(39,649)	11,919
Transfers between Funds		6,232	(6,232)	0	0
Net before other gains/losses		<u>(8,943)</u>	<u>(30,706)</u>	<u>(39,649)</u>	<u>11,919</u>
Other gains/losses		0	0	0	0
Net movement in funds		<u>(8,943)</u>	<u>(30,706)</u>	<u>(39,649)</u>	<u>11,919</u>
Total Funds Brought Forward		27,944	47,460	75,404	63,485
Total Funds Carried Forward		<u>19,001</u>	<u>16,754</u>	<u>35,755</u>	<u>75,404</u>

Notes 1 to 12 on the following pages form part of these accounts

KINGSTON CARERS' NETWORK

BALANCE SHEET

31 MARCH 2010

	Notes	£	2010 £	£	2009 £
Current Assets					
Debtors	5	11,084		4,224	
Cash at Bank and in Hand		25,171		71,663	
		<u>25,171</u>		<u>71,663</u>	
			36,255		75,887
Liabilities					
Creditors: amounts due within one year	6		500		483
Net Current Assets			<u>35,755</u>		<u>75,404</u>
Funds of the Charity					
Unrestricted Income Funds		9,001		17,944	
Designated Reserves	11	10,000		10,000	
		<u>10,000</u>		<u>10,000</u>	
			19,001		27,944
Restricted Income Funds	12		16,754		47,460
			<u>16,754</u>		<u>47,460</u>
Total Funds			<u>35,755</u>		<u>75,404</u>

On Behalf of the Management Committee

Signed George A Kinnon
(Treasurer)

Dated 6 October
2010

Notes 1 to 12 on the following pages form part of these accounts

KINGSTON CARERS' NETWORK

NOTES TO THE ACCOUNTS FOR THE YEAR TO 31 MARCH 2010

1 Basis of Preparation

These accounts have been prepared on the basis of historical cost in accordance with the Charity Commission's Statement of Recommended Practice (SORP 2005), the Charities Act 1993 and with Accounting Standards

2 Accounting Policies

- a) Incoming resources are only included when the charity is entitled to them and is sure they have been or will be received
- b) Liabilities are included once there is an obligation to pay out resources
- c) Expenditure of a capital nature of less than £1,000 is not capitalised but treated as expended in the year
- d) The value of any help received from volunteers, including trustees, is not included in the accounts
- e) The charity is exempt for tax purposes

3 Analysis of Incoming Resources

	2010	2009
	£	£
Voluntary Income		
Royal Borough of Kingston upon Thames	25,986	25,475
Kingston Primary Care Trust	25,343	24,919
Donations	8,328	6,555
Subscriptions	242	344
Other	1,959	4,419
	<hr/>	<hr/>
	61,858	61,712
Investment Income		
Bank Interest	71	2,364
	<hr/>	<hr/>
Incoming Resources re Charitable Activities		
Big Lottery Fund	4,993	48,662
R.B. Kingston - Children's Fund	19,100	18,450
BBC Children in Need	34,352	10,831
Help a London Child	-	980
Rotary Clubs	-	4,000
Waitrose Surbiton collection	372	-
Kingston Boys Clubs	-	1,000
Quakers	-	217
Kingston University collections	548	-
R.B. Kingston Mental Health Support	10,000	-
Other Restricted Donations	41	165
	<hr/>	<hr/>
	69,405	84,305

KINGSTON CARERS' NETWORK

Notes to the Accounts Continued

4	Analysis of Resources Expended	2010	2009
		£	£
	Charitable Activities - Unrestricted Funds		
	Salaries including NI contributions	50,779	48,528
	Recruitment, Training & Expenses	5,783	1,117
	Premises Costs	9,591	7,905
	Office Running Costs	9,737	6,134
	Events & Activities	303	216
	Fund-Raising	-	989
		<u>76,193</u>	<u>64,889</u>
	Charitable Activities - Restricted Funds		
	Supporting Young Carers	19,368	22,641
	Supporting Carers from Minorities or with Mental Health Problems	34,004	37,432
	Supporting Children in Need	40,507	10,191
	Supporting Other Carers	-	693
		<u>93,879</u>	<u>70,957</u>
	Governance Costs		
	Independent Examiner's Fee	512	483
	AGM Costs	98	98
	Data Protection Registration	-	35
	CRB checks	71	-
	Legal advice re premises licence	230	-
		<u>911</u>	<u>616</u>
5	Debtors & Prepayments	2010	2009
	Amounts falling due within one year	£	£
	Sundry Debtors - Grant receivable in arrears	9,081	2,496
	- Other	278	23
	Prepayments & Accrued Income	1,725	1,705
		<u>11,084</u>	<u>4,224</u>
6	Creditors & Accruals	2010	2009
	Amounts falling due within one year	£	£
	Deferred Income	-	-
	Accrued Expenditure	500	483
		<u>500</u>	<u>483</u>

KINGSTON CARERS' NETWORK

Notes to the Accounts Continued

7	Fee for Independent Examination of the Accounts	2010 £	2009 £
	Nasir Mahmud	<u>512</u>	<u>483</u>
8	Staff Costs	2010 £	2009 £
	Gross Salaries	102,146	87,078
	Employer's NI contributions	<u>7,818</u>	<u>8,268</u>
		<u>109,964</u>	<u>95,346</u>
	Average number of employees (full time equivalent)		
	Charitable Activities	3	3
9	Trustee Expenses reimbursed	2010 £	2009 £
	Travel, Parking, Telephone, Postage	<u>-</u>	<u>166</u>
	Number of trustees reimbursed	-	1
10	Trustees and Related Parties		
	No remuneration or fees were paid to any trustee nor were there any loans made to or received from any trustee		
	There have been no transactions with trustees or related parties		
11	Designated Reserves	2010 £	2009 £
	Brought forward	10,000	7,700
	Transfer to Unrestricted Funds	-	(7,700)
	Transfer from Unrestricted Funds	<u>-</u>	<u>10,000</u>
	Carried Forward	<u>10,000</u>	<u>10,000</u>

KINGSTON CARERS' NETWORK

Notes to the Accounts continued

12 Restricted Funds Held

		Grants to support:
a	Big Lottery Fund Ref. ..128409	carers of people from black or ethnic minorities or with mental health problems.
b	Royal Borough of Kingston upon Thames Children's Fund	young carers aged 5 to 13
c	BBC Children in Need	young carers aged 5 to 18
d	Royal Borough of Kingston upon Thames	carers of people from black or ethnic minorities or with mental health problems.

Restricted Fund Values and Movements

	Balance brought forward £	Incoming Resources £	Transfers £	Outgoing Resources £	Balance carried forward £
a Big Lottery Fund	31,222	4,993	(4,632)	(31,583)	(0)
b Royal Borough of Kingston upon Thames	0	19,100	(400)	(18,700)	(0)
c BBC Children in Need	340	34,352	1,800	(36,492)	(0)
d Royal Borough of Kingston upon Thames	0	10,000		(2,421)	7,579
Restricted Reserves	3,000		(3,000)		0
Other small funds	12,898	961		(4,682)	9,177
	47,460	69,405	(6,232)	(93,879)	16,754

KINGSTON CARERS' NETWORK

Minutes of the 18th Annual General Meeting held at 12.30pm on Thursday 22 October 2009 at the Christ Church Centre, New Malden

Present

Deputy Mayor, Councillor Shiraz Mirza, John Mays (Chair), Heather Blake (Secretary), Vincent Goodorally, Jenny Ochera, Henry Suppanee, Steve Katz, Jenny Massey, Monika Michaliszyn, Diane White, Maria Kitto, Veronica Attah, Susan Kramer MP, Christine Hagon, Kirstie Cochrane, Lauren Boulton, Sheilla B, C. King, P. Kenyon, Joe Scott, Diana Lock, Barbara Cowan, Lynne Jeffrey, Pat Stanley, Margie Grant, A. George, A. Brockwell, B. Shetty, Ray Stonehill, V. Nazari, Rosalind Gray, Basil Gray, M. Cavanelli, Ru Gunavardana.

Welcome

John Mays, Chair of Kingston Carers' Network, welcomed everyone to the AGM which he was chairing.

Apologies

Allie Carnie, Edward Davey (MP), NS. McKinley, Marjorie Taylor, Florence Chandler, June Adams, Angela Yule, Rosemay Ng, Elizabeth Close, Douglas Reynolds, Janet Ghalem, Dorothy Moore, Cllr Steve Mama, Cllr Sheila Griffin, Sue Peck, Sian Palin, Jenny Hitchcock, Barbara Loftin, DA Clark, Jennifer and Peter Judge, A. Dale, Jane Whitfield, J. McCullagh, Zena Weskin.

Minutes of the 2008 AGM

The minutes of the 2008 AGM were agreed as a true record.

Presentation and Adoption of the Annual Accounts

Jenny Ochera, Interim Director, presented the accounts on behalf of George Kinnon, Treasurer, who was unwell and therefore unable to attend. Jenny pointed out that most of the core costs of KCN were covered by grants from the Royal Borough of Kingston and NHS Kingston and KCN was grateful for these. They were supplemented by donations from individuals and clubs.

Income for KCN's projects came from the Big Lottery for the BME/Mental Health project, the Early Intervention and Prevention Grant for a part-time young carers' worker, and new funding from BBC Children in Need from January 2009 for a full time young carers' worker for 3 years. KCN had finished the year in surplus on the BME/Mental Health project and been allowed to carry this forward for one year.

KCN had also ended with a small surplus of £5,238 on core funds due to charging management costs to the projects, this had been added to reserves which were now around £10,000. There was a need to build reserves up more to meet the policy of having 3 months running costs in reserve.

The adoption of the accounts was proposed by John Mays and seconded by Steve Katz, and agreed by all members.

Appointment of Auditor

John proposed reappointment of Nasir Mahmud for the coming year. This was seconded by Steve Katz and agreed by all members.

Election of Members of the Management Committee 2009/2010

Henry Suppanee, Heather Blake and Shiraz Mirza were proposed for re-election to the Management committee by John Mays and seconded by Jenny Massey.

The members agreed these appointments.

Other members of the Management Committee did not need to seek re-election.

Election of Officers of the Management Committee 2009/2010

The following candidates were listed for election as Officers.

Officers	Proposed by	Seconded by
John Mays to continue as Chair	Jenny Massey	Henry Suppanee
George Kinnon to continue as Treasurer	Steve Katz	John Mays
Heather Blake to continue as Secretary	Henry Suppanee	Jenny Massey

The members agreed these appointments.

Report by the Chair – John Mays

John commented on the backdrop of the economic situation – the next two years will be very difficult for the charity and other sectors. KCN's relationship with the Royal Borough of Kingston and NHS Kingston is vital and their support appreciated.

He was pleased to announce that on 16 November KCN would move to the Noble Centre to form part of the new Carers' Centre there. KCN was very glad of this opportunity which would also reduce our outgoings.

Val Weston, KCN's Director for five years, left in June and Jenny Ochera is covering as Interim Director while we recruit to the post. John wished Val best of good fortune in her future activities.

In the future there is likely to be a huge ongoing demand for carers' services with an ageing population, and a growing need for organisations such as KCN which can supply services more directly and economically than central government. The environment for carers' funding is also likely to change.

John thanked his fellow Trustees for giving their time, and the staff of KCN who could be relied on to do their jobs and do them well. He also thanked the many volunteers who support the work of KCN.

Report by the Interim Director – Jenny Ochera

Jenny introduced the new staff team at KCN – Maria who runs the office, Monika and Diane, our Young Carers' workers, and Veronica, our BME/Mental Health project worker. They all had huge enthusiasm and fresh ideas.

Carers do a huge amount of unpaid work - nationally it is estimated that they save the country £87 billion which means a saving in Kingston of over £179 million based on our carer numbers – so the support KCN can provide is essential. Jenny's current priorities were to raise funds for a generic carers' co-ordinator, for a continuation of the BME/Mental Health post, for a volunteer co-ordinator and for a schools worker as part of the Young Carers' project.

She would like some feedback from local carers on these priorities and will run a consultation process, beginning with the coffee clubs.

Jenny thanked the staff, Trustees and volunteers, and also the Royal Borough of Kingston and NHS Kingston for their support and acknowledgement of the importance of the voluntary sector. She particularly thanked Kirstie Cochrane of RBK for the strong support she provided.

Project Report – Diane White and Monika Michaliszyn (Young Carers Workers)

The Young Carers' Project provided fun and activities for the young carers, but was about much more than that – one-to-one support where required, skills-based activities, and a forum for peer support. Diane and Monika had done a mapping and consultation exercise to identify where support was most needed, and were particularly promoting this in schools. The number of young carers being supported was increasing steadily – now 39 actively being supported, 70% in the 5-13 age range.

They gave a video presentation on the impact of caring on young people, and on the activities undertaken during the year. The main goals for 2010 would be information to schools, and increasing support to the upper age group.

Diane and Monika thanked their 10 volunteers, 2 of whom are former young carers themselves.

Guest Speaker – Vincent Goodorally, Admiral Nurse, Tolworth Hospital

Vincent had worked with KCN's previous BME/Mental Health co-ordinator, Seema Shah, and had applied for a national award in recognition of their partnership working between the statutory and voluntary sector, for improving access to dementia care for the BME community in Kingston. He was very proud to have won this award and showed it to the AGM.

Vincent explained that Admiral Nurses are the equivalent of Macmillan Nurses for people with dementia, being specialist mental health nurses who support people and their families on their journey. He publicised the Dementia Café and asked people to make their friends and neighbours aware of it. A carer speaking from the floor reinforced how positive and useful it was.

Vincent answered questions on why Admiral Nurses were so called (after Admiral Joe Levi, a dementia sufferer whose family researched the needs of carers of people with dementia and

set up the charity, For Dementia, which supports the nurses); and why they were not available nationally (this can be due to lack of funds in the charity or lack of willingness on the part of the local NHS Trust).

Our second guest speaker, Avril Mayhew from RBK's Transformation of Social Care Project, was unavailable due to illness. Veronica Attah, our BME/Mental Health project worker, gave a project report instead.

Veronica was new to KCN but had worked in the Borough for 6 years in the Kingston Centre for Independent Living. Her main aims for the BME/MH project were to restart the coffee clubs to run ideally every 2 weeks in various parts of the Borough, including some in the evenings for those who work. The next events will focus on active living and on support to people who have served in the Armed Forces.

She would like to consult with carers on support needed for those caring for people with mental health problems, and on personalised budgets.

Back to work skills training has been organised providing 4 sessions over 4 weeks, with 10 places available. Veronica invited referrals or applications.

Shiraz Mirza, Deputy Mayor and KCN Trustee

Shiraz reiterated the importance of continued support for KCN in the Borough, and the enormous help given by volunteers. He said that a new community hall would be opening in December, only 4 bus stops away from the Noble Centre.

Shiraz pointed out that the Annual Report should have the RBK logo on it and a copy sent to Gillian Pennington in RBK.

He thanked Susan Kramer, one of our local MPs, for her attendance.

Any Other Business

Susan Kramer asked if we could have a write-up of Avril Mayhew's presentation on the transformation of social care. Kirstie Cochrane of RBK agreed to arrange this.

An audience member commented on the excellent work done by Vincent Goodorally which provides recognition for individual carers.

Appointment of Auditor

George proposed reappointment of Nasir Mahmud for the coming year. This was seconded by John Mays and agreed by all members.

Election of Members of the Management Committee 2008/2009

John Mays was proposed as a new member of the Management Committee by Bruce Stuart and seconded by Henry Suppanee.

George Kinnon, Bruce Stuart and Steve Katz were proposed for re-election to the Management committee by Henry Suppanee and seconded by Heather Blake.

The members agreed these appointments.

Other members of the Management Committee did not need to seek re-election.

Election of Officers of the Management Committee 2008/2009

The Mayor listed the following candidates for election as Officers.

Officers	Proposed by	Seconded by
John Mays as Chair	George Kinnon	Jenny Massey
George Kinnon to continue as Treasurer	Jenny Massey	Heather Blake
Heather Blake to continue as Secretary	George Kinnon	Bruce Stuart

The members agreed these appointments.

John expressed his thanks to the Mayor and the Royal Borough of Kingston for their ongoing support. This is even more important in difficult times, with some carers likely to be vulnerable in the financial downturn ahead.

John thanked Kirstie Cochrane for her invaluable help and advice, and particularly for help with our proposed move to Hobkirk House. His vision for KCN is that we become more of a one-stop shop for carers, expanding our existing role and taking on new services dependent on funding. He would like to expand our co-operation with Crossroads both locally and on a wider basis.

John thanked the staff for their hard work over the year, and also the volunteers and Trustees. He particularly thanked Jenny Massey for the hard work and achievements as Chair. He also thanked George Kinnon for his hard work on the accounts and Heather Blake for her accurate minutes.

**KINGSTON CARERS' NETWORK
THE NOBLE CENTRE
109a BLAGDON ROAD
NEW MALDEN
KT3 4BD**



PROJECTS AT KCN

Enquiries 020 3031 2757

Admin 020 3031 2751

Director 020 3031 2752

Generic Carer Support Coordinator 020 3031 2753

**Mental Health/Substance Misuse Carers Support Coordinator
020 3031 2755**

Volunteer Coordinator 020 3375 8226

Wellbeing and Inclusion Coordinator 020 3375 8227

**Young Carers' Workers
020 3031 2756
020 3031 2754**

24 HOUR ANSWERPHONE ON ALL LINES

Registered Charity No. 1039508